
**JUSTICE CABINET DEPARTMENT OF CORRECTIONS
JOB OPPORTUNITY ANNOUNCEMENT
AN EQUAL OPPORTUNITY EMPLOYER M/F/D**

The jobs listed below are posted on the Kentucky Personnel Cabinet's web site,
which can be accessed at: www.Careers.ky.gov

September 25, 2015

ACCOUNTANT III— (Boyle County – Northpoint Training Center)—Grade 10—(\$2139.80 - \$2834.88) **MINIMUM REQUIREMENTS:** High school graduate. Must have four years of accounting, bookkeeping or fiscal clerical experience. Training in accounting, business administration, business education, office administration or a related field will substitute for the required experience on a year-for-year basis. Accounting, bookkeeping or fiscal clerical experience will substitute for the required education on a year-for-year basis.

CARPENTER SUPERVISOR—(Lyon County – Kentucky State Penitentiary)—Grade 10—(\$2139.80 - \$2834.88) **MINIMUM REQUIREMENTS:** Must have 4 years of carpentry experience. Vocational or technical school training in carpentry or a related field will substitute for the experience on a year-for-year basis.

CORRECTIONAL INDUSTRIES PRODUCTION COORDINATOR—(Elliot County— KCI at Little Sandy Correctional Complex)—Grade 12—(\$2589.26 - \$3430.10) **MIN.**

REQUIREMENTS: High School graduate. Must have 2 years of specific trade(s) experience in welding, metalworking, woodworking, sewing machine operating, sign making, graphic arts, offset, photolithographic or screen process printing, wood furniture making, paneling, clothing manufacturing, furniture upholstering, furniture refinishing, mattress manufacturing, soap manufacturing, metal fabricating, embroidery, 2-way radio repair, or data entry work, plus one year experience in the supervision of employees in any field. Additional education in one of the above fields will substitute for 1 year of the specific trades experience on a year-for-year basis.

CORRECTIONAL LIEUTENANT – (Shelby County – Kentucky Correctional Institute for Women) Grade 11—(\$2750 - \$3118.28) **MIN REQUIREMENTS:** High school graduate. Must have 2 years of experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement, or a related field will substitute for 6 months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of the required non-supervisory experience. Must be 21 years of age.

CORRECTIONAL SERGEANT – (Oldham County – Kentucky State Reformatory) Grade 10—(\$2500 - \$2834.88) **MIN REQUIREMENTS:** High school graduate. Must have 1 year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will sub. for 6 months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of required experience. Must be 21 years of age.

**JUSTICE CABINET
DEPARTMENT OF CORRECTIONS
JOB OPPORTUNITY ANNOUNCEMENT
(continued)**

September 25, 2015

CORRECTIONAL SERGEANT – TWO POSITIONS (Shelby County – Kentucky Correctional Institute for Women) Grade 10—(\$2500 - \$2834.88) **MIN REQUIREMENTS:** High school graduate. Must have 1 year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will sub. for 6 months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of required experience. Must be 21 years of age.

CORRECTIONS UNIT ADMINISTRATOR II—(Lyon County – Kentucky State Penitentiary)—Grade 14—(\$3133 - \$4150.30) **MIN. REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have 3 years of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders, including 1 year of supervisory experience in a custodial setting. A master's degree in corrections, law enforcement, social work, sociology, counseling and guidance or related field will substitute for 1 year of the non-supervisory experience. Additional experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders will substitute for the education on a year-for-year basis.

ELECTRONIC TECHNICIAN II—(Muhlenberg County – Green River Correctional Complex)—Grade 10—(\$2139.80 - \$2834.88) **MINIMUM REQUIREMENTS:** High School Graduate. Must have one year of technical experience in the installation, maintenance, and repair of electronic equipment. Technical training in electronics or a related field will substitute for the experience on a year-for-year basis. Additional technical experience will substitute for the education on a year-for-year basis.

MECHANICAL MAINTENANCE & OPERATIONS TECHNICIAN II—(Boyle County – Northpoint Training Center)—Grade 9—(\$1945.50 - \$2577.30) **MINIMUM REQUIREMENTS:** Must have three years of experience in the maintenance and/or repair of air conditioning, heating, refrigeration, ventilation or electrical systems. Formal training in one of the above or related fields will substitute for the experience on a year-for-year basis.

MECHANICAL MAINTENANCE & OPERATIONS TECHNICIAN III— (Boyle County – Northpoint Training Center) Grade 10—(\$2139.80 - \$2834.88) **MIN. REQUIREMENTS:** High school graduate. Must have 4 years of experience in the maintenance and/or repair of air conditioning, heating, refrigeration, ventilation or electrical systems. Formal training in 1 of the above or related fields will sub for the experience on a year-for-year basis. Experience in 1 of the above or related fields will sub for the education on a year-for-year basis

OFFICE SUPPORT ASSISTANT II- THREE POSITIONS (Franklin County – Central Office / Offender Records) Grade 8—(\$1658.16 - \$2196.52) **MINIMUM REQUIREMENTS:** High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

**JUSTICE CABINET
DEPARTMENT OF CORRECTIONS
JOB OPPORTUNITY ANNOUNCEMENT
(continued)**

September 25, 2015

OFFICE SUPPORT ASSISTANT II- (Jefferson County – Probation and Parole) Grade 8—(\$1658.16 - \$2196.52) **MINIMUM REQUIREMENTS:** High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

OFFICE SUPPORT ASSISTANT II- (Muhlenberg County – Green River Correctional Complex) Grade 8—(\$1768.70 - \$2342.96) **MINIMUM REQUIREMENTS:** High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

PROBATION AND PAROLE INVESTIGATOR-(Campbell County – Probation and Parole) GRADE: 12 - \$2427.44 - \$3215.72 **MIN. REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be twenty-one years of age.

PSYCHOLOGIST LICENSED I – (Oldham County – Kentucky State Reformatory)— Grade 16—(\$3790.80 - \$5021.82) **MINIMUM REQUIREMENTS:** Must be a Licensed Psychologist or be permitted to practice psychology on a temporary basis by the Kentucky Board of Examiners of Psychology.

SOCIAL SERVICE CLINICIAN I—(Christian County – Division of Substance Abuse) Grade 14—(\$2937.20 - \$3890.90) **MINIMUM REQUIREMENTS:** A master's degree in social work, sociology, psychology or a related field. Must have one year of professional social work experience. A bachelor's degree supplemented by 2 years of professional social work experience will substitute for the required master's degree.

SOCIAL SERVICE CLINICIAN I—(Morgan County –Eastern Kentucky Correctional Complex / Sex Offender Treatment) Grade 14—(\$3133.00 - \$4150.30) **MINIMUM REQUIREMENTS:** A master's degree in social work, sociology, psychology or a related field. Must have one year of professional social work experience. A bachelor's degree supplemented by 2 years of professional social work experience will substitute for the required master's degree.

Recurring Positions:

CORRECTIONAL OFFICER- (Bell, Boyle, Elliot, Fayette, Lyon, Morgan, Muhlenberg, Oldham, & Shelby counties) —Grade 9-(\$2200 - \$2,416.22)
MIN. REQUIREMENTS: High School or GED. Must be 21 years of age.

**PERSONNEL CABINET
STATE OFFICE BUILDING, 1ST FLOOR
501 HIGH STREET
FRANKFORT, KENTUCKY 40601**

All applicants must complete an application on Personnel Cabinet's Career Opportunities System (COS) and apply for the vacancies in which they are interested in being considered. Applicants should be aware that in COS, they **apply for each vacancy through separate on-line application actions**. Paper applications are no longer accepted by Personnel Cabinet. This differs from the previous paper-based application system in that applicants no longer remain on registers once they are approved for a classification. Qualified applicants are considered only for those jobs to which he/she has applied.

To get more information about the Career Opportunities System including how to apply for jobs, please visit <http://Careers.KY.GOV> For questions regarding Applications, Counseling, or Registers, please call Personnel Cabinet, (502) 564-8030.

****IMPORTANT****

The Department of Corrections is not liable for the aforementioned information. This listing is provided to departmental employees as a courtesy. For official information of availability, grade and salary information, and minimum requirements, please visit the Personnel Cabinet website at www.personnel.ky.gov.